

Investor Information

Investor Name (please print) _____ Social Insurance Number _____ Client # _____

Joint Investor Name (if applicable) _____ Social Insurance Number _____

Address _____ City _____ Province _____ Postal Code _____

Home Phone _____ Alternate Phone _____ Email Address _____

Receiving Institution Information

Credential Nominee Account Type (select one): Non-Registered Other: _____

RRSP Spousal/Common-Law Partner RRSP LIRA LRSP RLSP Group RRSP

CAM Account Number RRIF Spousal/Common-Law Partner RRIF LRIF LIF RLIF PRIF

Head Office (*Transfers In Kind*)

Credential Asset Management 800 – 1111 West Georgia Street Vancouver BC V6E 4T6

Branch (*In Cash Only*) – Credential Asset Management c/o:

Branch Name _____ Branch Address _____ City _____ Province _____ Postal Code _____

9962/ _____

Dealer/Rep Code Representative Name Receiving Institution Signature Phone Fax

Please make cheques payable to Credential Asset Management

Investor Direction to Relinquishing Institution (*Please attach a copy of the most recent Investor Statement*)

Relinquishing Institution Name _____ Account Number _____ Group Plan Number _____

Address _____ City _____ Province _____ Postal Code _____

Transfer (select one): All in kind** (as is) All in cash* All Assets – mix in kind** & in cash* (List Attached)

Partial* – in kind** &/or in cash* (List Attached)

Investor Authorization

*Where I have requested a Transfer In Cash, I authorize the liquidation of all or part of my investments. I agree to pay any applicable fees, charges or adjustments

**Where I have requested a Transfer In Kind, I authorize the liquidation of _____ to pay any applicable fees, charges or adjustments.

I hereby request the transfer of my account and its investments as described above.

OR, Cheque is attached

X _____ **X** _____ _____

Investor Signature Joint Investor Signature Date (mm/dd/yyyy)

For Use by Relinquishing Institution Only

We have transferred \$ _____

Account Type: RRSP LIRA LRSP RLSP RRIF: Qualified Non Qualified LRIF LIF RLIF PRIF

Non-Registered Other: _____

Spousal/Common-Law Partner Contributions? Yes No If yes, please complete the following:

Spousal or Common-Law Partner Name _____ Social Insurance Number _____

Locked-in: No Yes (Locked-In Confirmation Attached) \$ _____

Locked In Funds _____ Governing Legislation _____

Authorized Name _____ Authorized Signature _____ Date (mm/dd/yyyy) _____ Phone _____

By signing here, we certify that the required minimum (RRIF/PRIF) / maximum (LRIF/LIF) payment has been made for the current year.

To Process Transfers

1. Complete this form. Be sure to include the Branch Address in the Receiving Institution Information section.
2. Send the original copy of the transfer request to the relinquishing institution.
3. Retain a copy of the transfer request in the Investor's file (or pending file) with investment instructions.

Upon receipt of the cheque and completed transfer form from the Relinquishing Institution

4. Deposit the proceeds to the CAM Trust Account.
5. Process the appropriate transaction on the Univeris System.
6. File all completed documentation in the Investor's file.

Note: *For In Kind Transfers:*

- Ensure the Investor exists on the Univeris system
- Fax this form and the Investor's Statement to the CAM Administration office for processing.
- Register Mutual Funds as Credential Asset Management Inc. Dealer Code 9962.

Additional Notes

- **Investor/Annuitant**

The Investor/Annuitant (or legal representative of the Investor) are the only individuals who can authorize a transfer between registered accounts and provide investment instructions. The signature of the Investor or legal representative must be verified by a representative of Credential Asset Management where the account is held. The Investor/Annuitant are the only individuals who can cancel an account transfer by providing a Letter of Direction.

- **Sales and Administration Fees**

If fund units that are redeemed in the process of a cash transfer were originally purchased under a Deferred Sales Charge (DSC) option, the sales of these units may result in a redemption fee being charged. Such a charge is levied by the mutual fund company and is generally determined by the fund involved, the number of years the units have been held and the number of units being sold compared to the total number held. The relinquishing fund company or dealer may also charge an administration fee for transfers out of the plan.

- **Plan Types**

Property in an RRSP or RRIF may only be transferred between plans of the same type – individual to individual or spousal to spousal, etc. Transfers from Locked-In RRSP accounts to Locked-In Income Fund or Locked-In Retirement Fund Accounts (LIF and LRIF) must meet the Minimum Retirement Age specifications as outlined in the applicable Locked-In Pension Legislation.

- **Power of Attorney**

Send all Power of Attorney documents to Credential Asset Management.

Important Note: This transfer form can only be used for transferring products to CAM Nominee Accounts.